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24 JUL 1980

OS REGISTRY

FILE *Report 5*

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Director of Security

SUBJECT: Office of Security Significant Activities  
Week of 17 July 1980 (U)

REFERENCE: DDA Administrative Instruction No. 74-5

1. This memorandum is for information only. (U)
2. The activities of the Office of Security during the week of 17 - 23 July 1980 were highlighted by the following items:
  - a. On 17 July, the Security Education Group (SEG) met with representatives of the Security Education Division of the Defense Industrial Security Institute (DISI). The meeting offered the DISI representatives the opportunity to view some of the visual aids used by SEG in their presentations as well as discuss with them the approaches that the Agency takes in security awareness. The Security Education Division of DISI has been charged with developing security awareness programs for defense contractors. (U)

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d. On 18 July, a status report concerning the site security plan [redacted] was completed. Among the items mentioned in the status report were the following:

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(1) sole source justification for the watchman contract was forwarded to and accepted by the Office of Logistics;

(2) procedures were established in regard to clearances for the watchmen and construction workers who will be utilized at the [redacted]

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(3) financing and construction arrangements were finalized for the fencing, lighting, and trailer location at the site; and

(4) work by the prime contractor at the site continues with the grading and foundation excavating nearing completion. The contractor expects to pour concrete for the foundation starting by mid-August. (U)

e. Three officers continue on survey trips during the reporting period; one in Latin America, one in Central America, [redacted]. One of these officers has arrived [redacted] and will be involved in extensive residential and personnel protection surveys in light of the volatile situation existing in that country. Additionally, this officer will be conducting [redacted]

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f. A member of the Domestic Security Branch, accompanied by a representative of the Special Security Center, provided a briefing on document control procedures to staff members of the Federal Reserve Board. (U)

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